

REPORTS INVENTORY						CONTROL NO.	
PREPARE IN DUPLICATE						DDG/OTR/ISS - 5	
1. TITLE OF REPORT (If a fill-in report include Form No.)						2. TYPE OF REPORT	
External Training Statistical Report by Office						<input type="checkbox"/> STATISTICAL <input type="checkbox"/> NARRATIVE <input checked="" type="checkbox"/> MACHINE-NAME LISTING	
3. FUNCTIONAL AREA		PERSONNEL		XX TRAINING		ADMIN. GENERAL	
		LOGISTICS		SECURITY		OTHER (specify)	
		MEDICAL		FINANCE			
4. NO. OF COPIES PREPARED		5. FREQUENCY (weekly, monthly, quarterly, etc.)				6. DISTRIBUTION (No. of components not number of copies)	
1		Canceled Aug 1970				1	
7. FORMAT (memorandum, form computer print-out, etc)		8. ADP PROCESSING				9. DIRECTIVE AUTHORITY REQUIRING REPORT	
Computer print-out		XX YES		IF YES GIVE ADP PROCESSING NO.		STAT	
		NO		612 B			
10. PREPARING COMPONENT (include lowest level contributing information to report)				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary)			
OCS OTR/ISS/AIR				None (Form 136, Form 1961)			
12. COST FACTORS							
A. MANUAL PREPARATION AND REVIEW COSTS							
GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED = COST PER YEAR
Same as 601A							
B. COSTS OF COMPUTER PRODUCED REPORTS							
50 pages x 5¢ per page =							\$2.50
TOTAL COSTS PER YEAR						\$2.50	
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (In addition to directive or authority cited in item 9). IF KNOWN INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.							
14. FUTURE GOALS							
GOAL PROPOSED BY COMPONENT FOR THIS REPORT						ESTIMATED SAVINGS	
<input type="checkbox"/> RETAIN AS IS <input type="checkbox"/> OTHER (explain)						MAN-HOURS	
<input type="checkbox"/> CHANGE						DOLLARS	
<input checked="" type="checkbox"/> DISCONTINUE						0 \$8100	
16. DATE OF INVENTORY						18. EXTENSION	
9 OCT 1970							